

## EQUALITY IMPACT ASSESSMENT

The **Equality Act 2010** places a '**General Duty**' on all public bodies to have '**due regard**' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advancing equality of opportunity for those with 'protected characteristics' and those without them
- Fostering good relations between those with 'protected characteristics' and those without them.

In addition the Council complies with the Marriage (same sex couples) Act 2013.

### Stage 1 – Screening

Please complete the equalities screening form. If screening identifies that your proposal is likely to impact on the Public Sector Equality Duty, please proceed to stage 2 and complete a full Equality Impact Assessment.

### Stage 2 – Full Equality Impact Assessment

An Equality Impact Assessment provides evidence for meeting the Council's commitment to equality and the responsibilities under the Public Sector Equality Duty.

**When an Equality Impact Assessment has been undertaken, it should be submitted as an attachment/appendix to the final decision making report. This is so the decision maker (e.g. Cabinet, Committee, senior leader) can use the EqIA to help inform their final decision. The EqIA once submitted will become a public document, published alongside the minutes and record of the decision.**

Please read the council's Equality Impact Assessment guidance before beginning the EIA process.

#### 1. Responsibility for the Equality Impact Assessment

<b>Name of proposal</b>	Fees and charges 2020/21
<b>Service area</b>	Bruce Castle Museum and Haringey Archive
<b>Officer completing assessment</b>	Deborah Hedgecock
<b>Equalities/ HR Advisor</b>	Lucy Fisher
<b>Cabinet meeting date (if applicable)</b>	
<b>Director/Assistant Director</b>	Charlotte Pomery

## 2. Summary of the proposal and its relevance to the equality duty

*Please outline in no more than 3 paragraphs*

- *The proposal which is being assessed*
- *The key stakeholders who may be affected by the policy or proposal*
- *Its relevance to the Public Sector equality duty and the protected groups*

Annual consideration to increase **fees and charges** for the museum and archive income-generating services at Bruce Castle for a range of users – including the general visiting public, researchers, schools, and organisations, community groups and local residents booking for non-public events or training.

The services include: reproduction fees charged for copying archive and museum collections (carried out by staff on behalf of the public to ensure careful handling and preservation of original historical material); room hire; weddings; booked school workshops.

This year's proposed increases apply mainly to room hire and wedding ceremony fees.

- **Room Hire**

Increases are being proposed to some room hire charges. There are two rates – the concessionary community rate (applicable for not-for-profit community groups and organisations) and the corporate rate. The proposed new charges reflect the market rate (comparing fees charged for room hire at other similar heritage organisations in London) and are increased depending on the size of the room at Bruce Castle and/ or the length of time of the room hire, up to an increase of 6.25%. The community rate will remain at approximately 50% of the full cost of the corporate rate.

Community rate-charged bookings reflect 75% of the room hire income each year, and the proposed increases seek to ensure that this use is protected through providing a concessionary offer.

- **Wedding Ceremonies room hire**

The proposed increase for the wedding ceremony fee is 6.25% above the previous charge. The proposal brings the rate more in line with the market rate. The proposed wedding ceremony costs have been compared with other venues for similar hire; at Bruce Castle, the charges are lower. The number of wedding ceremonies at Bruce Castle is usually small as they are held according to availability of the rooms when they are not in public use or when it would have minimal impact on the free public programme of exhibitions and events. Wedding ceremonies room hire is also subject to the availability of the Registrars Department who oversee the ceremony; all weddings are non-religious and open to all.

- **Reproduction fees for archive materials**

Additional proposed increases concern the range of reproduction fees, e.g. the photocopying or scanning for the public carried out by staff of archival material. These fees are already low; however the suggested increase in prices is modest, at between 10 pence and 50 pence (an increase of between 8% and 25%). This is not expected to have a significant impact on service users, due to the small quantities of printing that are undertaken by individual service users. Although the percentage increase is above inflation, it is low in real terms and in comparison to what is charged by other heritage organisations. The process of increasing fees for reproduction services of archive materials has involved looking at and comparing those charges made by other heritage organisations offering the same paid-for services.

**Archive Service user data**

Users to the Archive Search Room and remote enquiries are adults, and not under 18 years

Archive users:

42% - male visitors

58% - female visitors

34% - BAME

66% - white British or white European

4.9% - described themselves as having a disability

24% - older adults

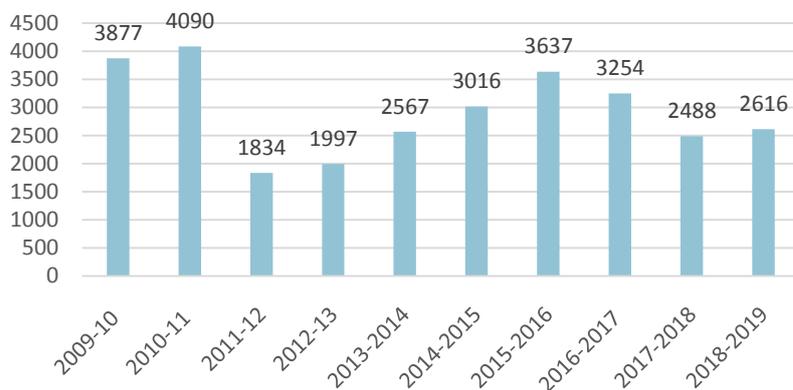
57% - adults

19% - young adults

- **School workshops**

Charges for school workshops have been changed to adopt a different approach to charging that will be fairer and more beneficial in particular for smaller class sizes or smaller visiting groups. This is in response to feedback from schools, where funding available for school visits since 2017 is now far less and has impacted on the number of schools now visiting the museum. Instead of charging all school groups the same amount as a group fee, charges will now be made per pupil. This will help in particular those schools that have smaller class sizes and so they will not be disproportionately affected.

### Pupil Visit Numbers



The above table shows the numbers of primary school-age children attending annually on taught school workshop visits. There is no further breakdown of data of service user profile for individual pupils attending on school visits; each school will have their own assessment for pupils who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals.

In 2018-2019, there were 109 school workshop visits to the museum. Of these, 20% of workshops represented SEN classes, Nursery/ EYFS, one home-tuition group and two independent faith schools, where pupil numbers attending are far less than 20 per group. The other 80% represent community schools (to also include voluntary aided, mainstream academy schools), where the average class size was 26 pupils. Of these schools the average pupil premium subsidy per school was 35.27% (with 77% of these schools receiving pupil premium subsidy above the 35.27% average). As the museum is working as part of the Arts Council Museums and Schools programme, 11% of these schools were also eligible for a free workshop as part of the 'buy-one, get one free' funded grant arrangement, to encourage those schools to attend more cultural activities where their take-up is low, and to provide additional opportunities at the museum.

The new actual cost to schools if paying £2 per pupil would be an average of £34, which is lower than the previous flat fee of £40 per class. There is also a one third average subsidy for those pupils receiving pupil premium to bring down costs; payment for the remaining pupils would possibly be borne by the parents for such extra-curricular activities (as each school has different arrangements). The Arts Council Museums and Schools programme will continue and will support and subsidise eligible school visits as well, to encourage more diversity in cultural activity.

The remaining services identified in the fees and charges report are not being increased.

Other services and access to other information in the museum remain free.

Proposed increases are considered alongside and compared with fees and charges for similar heritage services/ organisations in other boroughs and in line with similar services/ organisations within the borough.

Any increases above the 2.8% inflation rate are subject to an equalities impact assessment, and their impact is evaluated below.

### 3. What data will you use to inform your assessment of the impact of the proposal on protected groups of service users and/or staff?

*Identify the main sources of evidence, both quantitative and qualitative, that supports your analysis. This could include, for example, data on the Council's workforce, equalities profile of service users, recent surveys, research, results of relevant consultations, Haringey Borough Profile, Haringey Joint Strategic Needs Assessment and any other sources of relevant information, local, regional or national.*

*Further information on data sources is contained within accompanying EqIA guidance.(part 8)*

<b>Protected group</b>	<b>Service users</b>	<b>Staff</b>
Sex	<i>Haringey State of the Borough Profile; also Service User data</i>	N/A
Gender Reassignment	<i>Haringey State of the Borough Profile; no Service User data available</i>	N/A
Age	<i>Haringey State of the Borough Profile; also Service User data</i>	N/A
Disability	<i>Haringey State of the Borough Profile; also Service User data</i>	N/A
Race & Ethnicity	<i>Haringey State of the Borough Profile; also Service User data</i>	N/A
Sexual Orientation	<i>Haringey State of the Borough Profile; no Service user data available</i>	N/A
Religion or Belief (or No Belief)	<i>Haringey State of the Borough Profile; no Service User data available</i>	N/A
Pregnancy & Maternity	<i>No service data is available</i>	N/A
Marriage and Civil Partnership	<i>No data is available on the marriage and civil partnership status of current service users.</i>	N/A

**If there are any gaps in the data for particular groups or no data is available, please explain how you will address this gap**

The charges have been proposed after taking into consideration the fees and charges made by other similar providers within the borough/ in neighbouring boroughs. The Service will continue to monitor the effect of the increases and any impact. Monitoring and feedback is actively sought, e.g., through feedback forms from schools and through customer satisfaction comments from organisations and individuals booking our venue for room hire or wedding ceremonies.

The increase in charges proposed have been designed to apply equitably.

**4. a) How will consultation and/or engagement inform your assessment of the impact of the proposal on protected groups of residents, service users and/or staff?**

*Please provide a brief outline of:*

- *How you intend to consult with those affected by your proposal including those that share the protected characteristics*

Further information on consultation is contained within accompanying EqlA guidance (part 9)

The museum has monitored feedback from service users of charged-for services, and will continue to monitor feedback to identify any potential impact on the numbers taking up the service. This feedback will inform any future review of fees and charges and planning for services at the museum.

**4. b) Outline the key findings of your consultation / engagement activities once completed, particularly in terms of how this relates to groups that share the protected characteristics**

*Explain how will the consultation's findings will shape and inform your proposal and the decision making process, and any modifications made?*

*Not Applicable*

**5. What is the likely impact of the proposal on groups of service users and/or staff that share the protected characteristics?**

*Please explain the likely differential impact on each of the 9 equality strands, whether positive or negative. Where it is anticipated there will be no impact from the proposal, please outline the evidence that supports this conclusion.*

Further information on assessing impact on different groups is contained within accompanying EqlA guidance (part 10)

**1. Sex**

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that either sex is over-represented among our overall attendees, and therefore the fee change is not expected to impact disproportionately on either sex.

There is no service user data for those booking **wedding ceremonies**; the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that either sex is over-represented among those booking the venue for weddings, and therefore this

protected characteristic group would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, service data of archive users for this protected group (42% - male visitors; 58% - female visitors) indicates that females would potentially be slightly more likely to be impacted by this proposal, however the fee increase is relatively small and the impact would not be disproportionate on either sex.

There is no breakdown of data of service user profile for individual pupils attending on **school visits**, however there is a roughly even number of male and female pupils in Haringey schools; each school will have their own assessment for pupils who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops, including single-sex schools.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	
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## 2. Gender reassignment

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that those who have undergone or are undergoing gender reassignment are over-represented amongst overall attendees, and therefore the fee change is not expected to impact disproportionately on this protected characteristic group. All groups are welcome, including those from LGBTQ+ groups and organisations.

There is no service user data for those booking **wedding ceremonies**; the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that those who have undergone or are undergoing gender reassignment are over-represented amongst those booking the venue for weddings, and therefore this protected characteristic group would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, the service does not have any data amongst its archive users for this protected group for this proposal. However the fee increase is relatively small and the impact would not be disproportionate for this protected characteristic group.

There is no breakdown of data of service user profile for individual pupils attending on **school visits**. Each school will have their own information for individual pupils, and will

have assessments, including those who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops, including single-sex schools.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	
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### 3. Age

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that any age group is over-represented amongst overall attendees, and therefore the fee change is not expected to impact disproportionately on this protected characteristic group.

There is no service user data for those booking **wedding ceremonies**; the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It has not been observed that any particular age-group is over-represented amongst those booking the venue for weddings, and therefore this protected characteristic would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, service data of archive users for this protected group, (24% - older adults; 57% - adults; 19% - young adults) indicates that adults between 30 – 60 years would potentially be more likely to be impacted by this proposal. However, the fee increase is relatively small and the impact would be low for this age group and protected characteristic.

There is no breakdown of data of service user profile for individual pupils attending on **school visits**; each school will have their own assessment for pupils who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops, including single-sex schools, and the workshops offer is inclusive of all age-groups from Early Years to primary schools and secondary schools. The Service is not proposing to increase fees for school workshops but has proposed a change to how workshops are charged for – this would be charged at £2 per child, instead of one total fee of £40 for one group. This will particularly help those schools with smaller classes, such as EYFS and nurseries. Moreover, Haringey schools receive a discounted rate for this educational service.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and

the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	
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#### 4. Disability

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that those with disabilities are over-represented amongst overall attendees, and therefore the fee change is not expected to impact disproportionately on this protected characteristic. All groups are welcome to book the facilities, if the venue is suitable for their needs.

There is no service user data for those booking **wedding ceremonies**; the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that those with disabilities are over-represented amongst those booking the venue for weddings, and therefore this protected characteristic would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, service data of archive users for this protected group, (4.9% - described themselves as having a disability), indicates that this protected characteristic is not over-represented amongst the archive service users, comparative to the wider Haringey population. As the fee increase is relatively small, the impact would not be disproportionately disadvantageous for this protected characteristic group.

There is no breakdown of data of service user profile for individual pupils attending on **school visits**; each school will have their own information and assessment for pupils, including those who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops, including single-sex schools, and is inclusive of all age-groups. The Service is not proposing to increase fees for school workshops but has proposed a change to how workshops are charged for – this would be charged at £2 per child, instead of one total fee of £40 for one group. This will particularly be beneficial to those SEN schools with smaller numbers of pupils in the class. Moreover, Haringey schools generally receive a discounted rate for this educational service.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	
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## 5. Race and ethnicity

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that any ethnic group is over-represented amongst overall attendees, and therefore the fee change is not expected to impact disproportionately on this protected characteristic.

There is no service user data for those booking **wedding ceremonies**; the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that any particular ethnic group is over-represented amongst those booking the venue for weddings, and therefore this protected characteristic group would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, service data of archive users for this protected group, (34% - BAME; 66% - white British or white European), indicates that those using the service are broadly reflective of the wider borough population in terms of ethnicity. The fee increase is relatively small and the impact would not be disproportionately disadvantageous for this protected characteristic group.

There is no breakdown of data of service user profile for individual pupils attending on **school visits**; each school will have their own information and assessment for pupils, including those who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops, including supplementary schools for BAME communities. The Service is not proposing to increase fees for school workshops but has proposed a change to how workshops are charged for – this would be charged at £2 per child, instead of one total fee of £40 for one group. Moreover, Haringey schools generally receive a discounted rate for this educational service.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	
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## 6. Sexual orientation

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the

bookings are made by external organisations, however it is not expected that this protected characteristic group is over-represented amongst overall attendees, and therefore the fee change is not expected to put this group at a disproportionate disadvantage. All groups are welcome to book the facilities including LGBTQ+ groups and organisations.

There is no service user data for those booking **wedding ceremonies**; the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that this protected characteristic group is over-represented amongst those booking the venue for weddings, and therefore this group would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, there is no service data of archive users for this protected group at the moment. However the fee increase is relatively small and the impact would not be disproportionately disadvantageous to this protected characteristic. Work is currently being undertaken on BAME LGBTQ+ and LGBTQ+ heritage funded projects at Bruce Castle, to make create further access to collections. All users are welcome.

There is no breakdown of data of service user profile for individual pupils attending on **school visits**, each school will have their own information and assessment for pupils, including for those who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	
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## 7. Religion or belief (or no belief)

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that any one religious group is over-represented amongst overall attendees, and therefore the fee change is not expected to put any one religious group at a disproportionate disadvantage. All groups are welcome to book the facilities if the venue is suitable for their needs.

There is no service user data for those booking **wedding ceremonies**; the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that any one protected characteristic group is over-represented amongst those booking the venue for

weddings, and therefore this group would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, there is no service data of archive users for this protected group at the moment. However the fee increase is relatively small and the impact would not be disproportionately disadvantageous to this protected characteristic. All users are welcome.

There is no breakdown of data of service user profile for individual pupils attending on **school visits**, each school will have their own information and assessment for pupils, including for those who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops, including single-sex schools, and faith schools.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	
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## 8. Pregnancy and maternity

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that those women who are pregnant or on maternity are over-represented amongst overall attendees, and therefore the fee change is not expected to impact disproportionately for this protected characteristic. All groups are welcome, including those mother/ mother-to-be and baby groups and organisations, if the venue is suitable for their needs.

There is no service user data for those booking **wedding ceremonies**; the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that those in this protected characteristic are over-represented amongst those booking the venue for weddings, and therefore this group would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, the service does not have any data amongst its archive users for this protected group for this proposal. However the fee increase is relatively small and the impact would not be disproportionately disadvantageous for this protected characteristic. All users are welcome and those with babies are welcome to attend in the search room with their babies.

There is no breakdown of data of service user profile for teachers or individual pupils attending on **school visits**. Each school will have their own information for teachers who

may be pregnant or even individual pupils, should any of their parents be pregnant or having had a baby. Schools also have assessments for those who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	
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### 9. Marriage and Civil Partnership

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that this protected characteristic is over-represented amongst overall attendees, and therefore the fee change is not expected to put this group at a disproportionate disadvantage. All groups are welcome to book the facilities, if it is suitable for their needs.

There is no service user data for those booking **wedding ceremonies**; the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that this protected group would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, there is no service data of archive users for this protected group. However the fee increase is relatively small and the impact would not be disproportionately disadvantageous to this protected characteristic. All users are welcome.

There is no breakdown of data of service user profile for individual pupils attending on **school visits**. However, for this protected characteristic, this would affect only those people over 16 years of age and would not be applicable to visiting school groups with pupils under 16.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group

Positive		Negative		Neutral	√	Unknown	
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**10. Groups that cross two or more equality strands e.g. young black women**

There are no groups that cross two or more equality strands that are identified as being more likely to use any of the services in this proposal and therefore being more likely to be impacted by the fees and charges increases.

Positive		Negative		Neutral impact	√	Unknown Impact	
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**Outline the overall impact of the policy for the Public Sector Equality Duty:**

- **Could the proposal result in any direct/indirect discrimination for any group that shares the protected characteristics?**
- **Will the proposal help to advance equality of opportunity between groups who share a protected characteristic and those who do not?**
- **Will the proposal help to foster good relations between groups who share a protected characteristic and those who do not?**

There is an annual appraisal of the fees and charges at Bruce Castle. The 2020/21 fees and charges increases mainly relate to room hire and wedding ceremonies, increased by up to 6.25%. Other fees identified in this report (relating to e.g. photocopying for the public carried out by staff of archival material) are low, although the increase in price looks high percentage-wise (at between 10 pence and 50 pence, an increase of between 8% and 25%). This is nevertheless a small increase in real terms, and is a low price compared to other heritage organisations with comparable fee-based services.

There are existing community rates for room hire, which support community groups that encompass many of the protected groups identified in this report. The community rates are at a concessionary reduced rate at 50% reduction of the corporate rate. While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. No one protected characteristic group is likely to be disproportionately impacted by the fee increases, and as such the proposal is assessed as having a neutral impact on all protected characteristic groups.

Service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group and to ensure that any barriers to the use of services is identified and addressed. The vast majority of services and information at the museum remains free.

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**6. a) What changes if any do you plan to make to your proposal as a result of the equality impact assessment?**

Further information on responding to identified impacts is contained within accompanying EqIA guidance (part 11)

Outcome	Y/N
<b>No major change:</b> the EIA demonstrates the policy is robust and there is no potential for discrimination or adverse impact. All opportunities to promote equality have been taken.	Y
<b>Adjust the policy:</b> the EIA identifies potential problems or missed opportunities. Adjust the policy to remove barriers or better promote equality. Clearly <u>set out below</u> the key adjustments you plan to make to the policy.	N
<b>Continue the policy:</b> the EIA identifies the potential for adverse impact or missed opportunities to promote equality. Clearly <u>set out below</u> the <b>justifications for continuing</b> with it. For the most important relevant policies, <b>compelling reasons</b> will be needed.	N
<b>Stop and remove the policy:</b> the policy shows actual or potential unlawful discrimination. It must be stopped and removed or changed.	N

**6 b) Summarise the specific actions you plan to take to remove or mitigate any actual or potential negative impact and to further the aims of the Equality Duty**

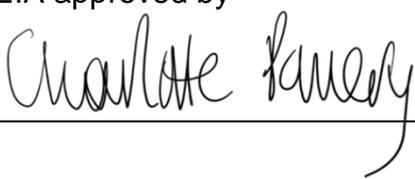
Impact	Action	Lead officer	Timescale
N/A			

**6 c) Summarise the measures you intend to put in place to monitor the equalities impact of the proposal as it is implemented:**

Feedback will be sought from users of the services and impact will be monitored on usage to ensure that any barriers to use is assessed.

The Service will continue to assess and monitor the effect of the propose increase of fees and charges to assess impact of the proposal and to inform on future reviews.

**7. Authorisation**

EIA approved by 	Date 30.09.2019
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Charlotte Pomery (Assistant Director)	
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**8. Publication**

*Please ensure the completed EIA is published in accordance with the Council's policy.*

DRAFT